NOAA CIO Council
Meeting Minutes
February 5, 2003

Attendees:

Carl Staton, Chair   John Villemarette
Bill Turnbull   Robert Kidwell
Greg Bass   Ira Grossman
Nancy Huang   Chris McNerney
Hugh Johnson   Jeremy Warren
Rob Mairs   Natalie Smith
Larry Tyminski   Ken Sragg
Barbara Brenkworth

Handouts:

- NOAA Website Statistics

Decisions/Action Items:
- CAMS - Report to the NOAA CIO if the reduction in CAMS is a planned reduction or a cut.   (Ken Sragg)

- Federal Enterprise Architecture- LOs will review and comment on the Federal Enterprise Architecture Draft Service Component Reference Model (SRM) and Technical Reference Model (TRM) by February 21, 2003, for submission to DOC. OMB has not as of yet provided the Agency Review and Comment template on which to provide the comments. (Ira Grossman)

- Exhibit 300s - A memo from Carl to the NEP on the Exhibit 300s ensuring that the documented milestones are appropriate and communicate within the L O s improve so that the decisions on funding is reflected in the Exhibit 300. (Robert Kidwell)

Presentations/Discussions:

1. Introductory Remarks - Carl Staton

Carl began by stating:
- For Mid-term reviews by LO CIOs for senior IT managers, he does expect the CIOs to provide input. The input can be either written or oral. Just document what you do.
- When the NOAA CIO Council determines that a project is important from a NOAA-wide perspective, it is a priority for the LO who was assigned the lead and

resources should be allocated to it. If the Active Directory is not funded, we will discuss a Plan B to continue the effort.

- A review of how NOAA handled the Slammer Virus is being done. NOAA did not block all of the ports requested by the Department. There was a discussion on methods of handling the virus attack. Hugh asked were we affected and did we do an adequate job. NOAA should make a determination of the risk before actions.

- Mark Foreman has added 8 more E-Gov initiatives. One of those initiatives, Data and Statistics, has an impact on NOAA. The initiative includes activities performed in providing data and information pertaining to the current state of the nation in areas such as the economy, labor, weather. The data includes environmental data for weather and forecast.

- For CAMS in the FY04 Blue Book, there is $1Million, a reduction of $16M from FY03. The question is - is that a planned CAMS reduction versus a cut.

- The briefing to Otto Wolf on COOP activities went very well. We are in the process of testing the plan. Otto Wolf is asking NOAA to brief him on the COOP Plans for the Suitland Facility, Wallops Facility, and the Hurricane Center. Rob asked are these for the facilities or for LO IT systems. Carl responded by saying they are for the facilities. All COOP plans are up-to-date. Rob mentioned that the test is today and he will not be at his desk or have access to email. Also if he is the last person on the list, he will not be able to contact anyone. Carl responded we want to know if you were notified, how long did it take to get to you. We would not expect the last person to reply.

2. HPC Scheduling - Bill Turnbull

Bill announced that the HPC mid-term review update is scheduled for Boulder. The annual review is done during the period of April and May. The PI's in that Region report in detail while the PI's from other Regions report less detail. The proposal process is open to everyone. The CIOs are welcome to attend the review. Send an e-mail to state your availability for April or May. We want to do the proposal process before the OAR workshop.

Bill spoke about the study on NOAA supercomputer usage. An Executive Committee consisting of Lou Uccellini, Sandy McDonald, Ants Leetmaa, and Jack Hayes has been formed. The working group is more inclusive.   Rob asked if the HPCC is a matrix team and Carl responded it is not. OAR has started a requirements survey.

Rob point asked how this relates to the PRT recommendation for a Requirements NAO. For FY 05 there needs to be statement of need. Bill stated that an Exhibit 300 will be done. Carl clarified that there are two levels of requirements at the 300 level and with the NAO stuff - research council and the operational side.   We will send out the draft the last week in February to the Executive Committee for review.   The target date for completion is September 20, 2003. The FSL, GFDL and NCEP supercomputer requirements will become part of the overall NOAA requirement.

Carl responded to Hugh's questions on documenting IT requirements in the FY05 budget process. Carl pointed out that the role of members of CIO Council members on the NOAA FY05 Budget teams is to make sure that when initiatives have an IT component, it is addressed with the necessary IT documentation. If the life cycle cost for the IT is $2.5 million or greater, the initiative comes before the NITRB for IT review. We want to make sure that there is no duplication of IT resources being requested.

Larry asked if there was a schedule for the preparation of the Exhibit 300. In March, we will know what is in and what is out. At that time, we will start the Exhibit 300 process. The NITRB will meet in April to review FY05 IT Budget Initiatives. Carl reiterated that the NITRB will be reviewing any system that has an IT life cycle expenditure of $2.5M or greater.

3. Federal Enterprise Architecture - Ira Grossman

Ira's announcements were:
- Bob Haycock, FEA Program Manager, sent a memo out last week the CIOs requesting review of the OMB draft release of Federal Enterprise Architecture (FEA) Draft Service Component Reference Model (SRM) and Technical Reference Model (TRM).
- GSA is still working on putting Metis on a GSA Schedule Contract. Once Metis is on the GSA schedule, Diane Husereau can do the BPA for Metis
- Requests for training should wait until the Metis enterprise agreement has been signed.
- There is a Metis user group meeting on February 13-14, 2003. The CIOs should try to attend the Friday sessions.
- IT Architecture Affinity Group met yesterday (Feb. 4) to discuss the SRM and TRM draft models. NWS is going to pilot the SRM and TRM by mapping NEXRAD Product Improvement and AWIPS with the SRM & TRM spreadsheets.

Ira presented an abridged version of the Booze Allen OMB PowerPoint presentation on the Federal Enterprise Architecture (FEA) Draft Service Component Reference Model (SRM) and Technical Reference Model (TRM). Of the 95 slide presentation, our attention should be on slide numbers #12 and #31 and Appendices B and C. OMB is asking the agencies to review and comment on the latest two draft enterprise architecture models. Comments are due to OMB by March 7. Carl pointed out that there was a Rita Casazza e-mail asking for bureau review comments by Feb. 21 to Tom Pennington.

There was discussion on the purpose/goal of OMB's FEA. There are five reference models. Bob pointed out that this is to force a set of common measures with the goal to identify redundancy within the Federal Government and cut expenditures.

The focus of the CIO Council discussion concerning the OMB Slide presentation was the SRM. The general consensus was that the seven Service Layers of the SRM do not adequately represent the Environmental Monitoring and Stewardship Mission of NOAA. The CIO Council is concerned that environmental monitoring and stewardship will be merged into Service Components that do not adequately represent NOAA Lines of Business. The CIO Council

recommends that a new Service Layer along with related Service Types and Service Components be developed that reflects NOAA's Environmental Monitoring and Stewardship Line of Business.

4. FY 05 NOAA Enterprise Collaboration Initiative - Greg Bass

Carl announced that Greg wanted to bring a matter to the CIO Council's attention. Greg wanted to alert the CIOs that the NOAA Enterprise Collaboration FY 05 Initiative will be addressing E-Mail in addition to Active Directory and Calendaring.

5. Update on Exhibit 300s - Robert Kidwell

Bob reported that OMB has decided that the FY04 submission, the submission made in January, will be the I-TIPS baseline. We need to ensure that we can live with the milestones and performance measures. Edits can be made before they are finalized. Bob also reminded the CIOs that they need to ensure that they are working closely with their CFO offices to ensure that budget changes are recorded in I-TIPS. A budget discrepancy was noted at the recent CEMSCS briefing to the CITRB.

6. Section 508 Compliance - Robert Kidwell

Bob announced three items:
 • The Section 508 exemption for Micropurchases under $2,500 was extended to October 1, 2004.
 • The bi-annual Department of Justice survey request on Section 508 implementation will be sent out in April 2003 to the Agencies. The focus will be procurement practices. The CIOs will need to work with the Procurement Office to collect the data.
 • A Workshop will be held on Feb. 11, 2003, from 9-11 am in SSMC2 2nd floor conference room. Come out and get an update.

7. NOAA Website Statistics - Bill Turnbull

Bill passed out a handout on the statistics collected on the performance of NOAA web sites for the week 1/27/03 - 2/2/03.

Also, Bill announced that the web farm responsibility is being transferred from the HPCC to Gary Falk's IT Operations Office.

8. Other Announcements

Carl said that he met with Peter Maxey and Scott Gudes on where the CIO budget will be in the overall NOAA budget. The OCIO is now equivalent to OFA. We should have a CIO base budget which will be reflected in the ExAd budget.. One question that came up was how to do

budget execution and budget formulation? This will be a share responsibility with other staff offices.

Minutes prepared by: Natalie D. B. Smith , OCIO, February 6, 2003.